

Child and Adult Care Food Program (CACFP) System Modernization
Request for Proposal #20007
Issued by New York State Department of Health, Child and Adult Care Food Program (CACFP)

Questions and Answers- July 25, 2019

No.	Section	Question	Response
1.	General	Has the State seen demos of any other vendors?	No.
2.	General	I was wondering if you could send me an electronic version of the RFP to review?	The electronic version can be found at https://www.health.ny.gov/funding/rfp/20007/index.htm .
3.	General	Whether companies from Outside USA can apply for this? (like, from India or Canada)	Yes, however companies must be in compliance with Appendix F, Section B; which states that all data shall remain within the continental United States. Therefore, any services which require direct or indirect access to the data must be performed from within the continental United States.
4.	General	Is the vendor required to accept all the "Department of Health" Contract Terms and Conditions in order to submit a compliant proposal?	Yes, as part of Attachment 7 (Bidder's Certified Statements) bidders are required to certify that they accept the contract terms and conditions as set forth in the RFP. The Department does not negotiate standard terms as part of the Question and Answer process but reserves the right to negotiate terms of the contract that are non-material in nature with the contract awardee, within the scope of the RFP and in the best interests of New York State. Nonetheless, bidders must be fully prepared to accept all of the terms and conditions as set forth in the RFP without modification should the Department determine that that constitutes the best interests of New York State.
5.	General	What is the budget of this Contract?	This question is not relevant to the development of a proposal under this RFP.
6.	General	Can the State confirm if there is a percentage attributed to the total evaluation score for MWBE participation? If so, what is the total available percentage?	Per Section 8.1, in the event of a tie, the determining factors for award, in descending order, will be: (1) lowest cost and (2) proposed percentage of MWBE participation.
7.	General	Will DOH have flexibility in providing written responses to questions before July 26, 2019 or extending the submission deadline beyond August 13, 2019 to allow vendors the opportunity to respond accordingly given the response information? Four weeks to process information, compose responses, and prepare materials for mailing would be appreciated.	Yes. See Amendment #1

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8.	2 Overview	Will the proposal be awarded to one or multiple vendors?	As stated in Section 2 (Overview), it is the Department's intent to award one (1) contract from this procurement.
9.	2 Overview	1. Is there currently a primary vendor providing application management and development services and development to the platform? 2. If so, can you indicate the name of the vendor and when their contract expires?	1. No 2. Not applicable
10	2 Overview	May a Vendor bid under the NY OGS Information Technology Umbrella Contract, if the Vendor has already been approved under this umbrella in the State of NY?	No. The services and requirements outlined in this RFP are outside the scope of the services provided by vendors approved under the NY OGS Information Technology Umbrella Contract.
11.	3.1 Minimum Qualifications	Does CDC diabetes prevention program (Physical activity and Nutrition guidance) qualify as a Nutrition program for bidding purposes?	Yes, a diabetes prevention program can be classified as a nutrition program for purposes of responding to this RFP.
12.	4.1.1 Current State	Please list/explain the technology landscape of the current solution including current version of each software and database that's in use?	The known landscape of the current solution and databases can be found in Section 4.1.1(Current State) and Attachment D (CIPS Current State) and the CIPS Current State Attachments E-K. See Amendment #2
13.	4.1.2 Future State	1. Do you have any integration with external systems? 2. If so, how many systems integration required?	1. Yes. As stated in Section 4.1.2 (Future State), the current CIPS system has integrations with external systems. 2. As stated in Section 4.1.2.2.14 (Data Integration), there are four (4) external systems included in the data integration requirements.
14.	4.1.2 Future State	Obesity Prevention, Breastfeeding Friendly (BFF), Farm to Preschool (F2P), and Eat Well Play Hard Day Care Homes (EWPHDCH) Can the State kindly expand on the Programs above? Specifically, how does the State currently manage these programs/initiatives today, and how does the State foresee integrating these with the new CIPS solution?	Information on the following programs can be found in RFP Attachments D-K (CIPS Current State): Obesity Prevention, Breastfeeding Friendly (BFF), Farm to Preschool (F2P), and Eat Well Play Hard Day Care Homes (EWPHDCH) Information on how these programs will be integrated into the future solution can be found in RFP Section 4.1.2 (Future State).
15.	4.2 Contractor Tasks and Deliverables	Whether we need to come over there for meetings?	As stated in Table 3 (Project Planning and Management Requirements), the contractor is required to be in-person for the Project Kickoff/Initial Working Session and make two (2) key staff members available for an in-person meeting with the Department or to work on-site up to six (6) times annually, when given ten (10) business days' notice. As stated in Table 6 (Training Requirements), the contractor is required to hold trainings in-person.

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16.	4.2 Contractor Tasks and Deliverables	Can we perform the tasks (related to RFP) outside USA? (like, from India or Canada)	Per Appendix F, Section B states that all data shall remain within the continental United States. Thus, any services which require direct or indirect access to the data must be performed from within the continental United States.
17.	4.2.1 Project Planning and Management	Without knowing when the contract will be awarded, it may be difficult to free up the resources necessary to engage only 10 days after contract execution given we are a business with a healthy schedule of work with existing clients, what flexibility does NY DOH offer with respect to scheduling a reasonable kickoff, or providing advance notice in order to reserve resources?	The scheduled date of the project kickoff/initial working session can be discussed as part of contract negotiations prior to contract award.
18.	4.2.1 Project Planning and Management	How does "notification of award selection" differ from "contract execution" in the previous item? Similar resource constraints may be at issue so again what conversations about flexibility is NY DOH willing to engage in?	As stated in 8.10 (Award Recommendation), notification of award selection means that the Department will notify the awarded bidder and the bidders not awarded. The awarded bidder will enter into a written Agreement to provide the required services as specified in this RFP. The contract is not binding until fully executed which includes approval by the New York State Office of the Attorney General and the Office of the State Comptroller.
19.	4.2.1 Project Planning and Management	While the types of plans are clearly delineated here, is there a vision on the part of NY for what goals/change/enhancements will be part of the eight-year plan? Further, an eight-year plan may be a large undertaking depending on the breadth of the NY vision, is NY willing to accept a first draft of the eight-year plan in the 60-day window?	Yes, the goals and objectives of the project are outlined in Section 4.0 (Scope of Work). Yes. The Department anticipates a vendor will submit a first draft within the 60-day deadline.
20.	4.2.1 Project Planning and Management, #23	Can NY DOH confirm the availability of any and all DOH resources to meet the timeline and provide the context, vision, and breadth of the plan?	Yes. The Department confirms availability of staff to collaborate with the contractor throughout the life of the project.
21.	4.2.1 Project Planning and Management, ID #26	Will NY DOH accept a comparable format to MS Project, like Smartsheet, as it provides additional benefits over the MS format?	Yes. The Contractor may propose the use of another comparable project management software; however the Department reserves the right to approve or deny such request. See Amendment #2
22.	4.2.2 Analysis and Design	Please confirm these are essentially Functional Requirements Documents for each deliverable in the phase.	Section 4.2.2 (Analysis and Design) Table 4 (Analysis and Design Requirements) identifies what must be included in each deliverable for this phase of the project.

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23.	4.2.2 Analysis and Design	The Vendor's concern with this approach is that specifying costs, with no opportunity for Change Orders prior to documenting the detailed Functional Requirements during a Joint Application Design (JAD) session, may pose risk for resource allocation and may impact the project schedule. How will the State address proposed modifications and/or customizations necessary as a result of a Joint Application Design session?	If functionality in addition to the requirements in the RFP are identified during JAD sessions, a Service Change Request can be initiated to increase resources needed to meet project goals.
24.	4.2.3 Implementation	How many years of legacy data should be migrated to the new from existing system?	<p>As stated in Section 4.2.3 (Implementation) Table 5 (Implementation Requirements) ID #110, The Contractor shall convert and migrate:</p> <ul style="list-style-type: none"> • CIPS Data - Approximately 40GB <ul style="list-style-type: none"> • Administrative Program Review Data - Most recent three years of data (SQL) • CACFP Application Data - All years of data beginning with October 2010 (SQL) • CACFP Claim and Accounting Data - All years of data beginning with October 2010 (SQL) • System Security Data - All years of user data beginning with October 2010 (SQL) • Breastfeeding Friendly Data - All data (Access) - Approximately 92,500KB • Eat Well Play Hard (EWPH) Data - All data (SQL/Access/Excel) - Approximately 330MB <p>Additionally, all Farm to Preschool program data will be converted, this is approximately 2,000KB formatted in Excel.</p>
25.	4.2.3 Implementation, ID #58	Prior to the execution of the Conversion/Migration determining sizing information may not be possible, Is DOH willing to accept this limitation?	No. The approximate amounts and size of data required to be migrated are outlined in Section 4.2.3 (Implementation), Table 5 (Implementation Requirements) ID #58.
26.	4.2.3 Implementation, ID #125	Can DOH confirm the accreditation package is intended for initial implementation, but not necessarily for smaller packages and updates throughout the year prior to the annual recertification?	Yes.
27.	4.2.4 Training	Will the state provide the required classroom facility for any classroom training that is required?	Yes. The Department will provide all classroom facilities for the role-based in-person classroom trainings at the CACFP in Albany NY.

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28.	4.2.4 Training	Does the scope include Train the Trainer only or does it also include end user training?	As stated in RFP Section 4.2.4 the contractor shall provide the following role-based training: <ul style="list-style-type: none"> • Internal stakeholder end-user training, for up to thirty (30) staff • Training covering the external user roles, for up to thirty (30) staff • Business system administrator training, for up to ten (10) staff All trainings will be provided to Department staff.
29.	4.2.4 Training, ID #142	Is this and the major rollout intervals intended during the initial implementation only and not considered for maintenance/warranty periods?	Yes.
30.	4.2.6 Transition to Operations, Warranty, Support and Maintenance	Because we may use pooled resources, providing specific names is less valuable than providing position title/grades, is this acceptable?	Yes. It is acceptable to provide the titles of staff performing the tasks when responding to a Service Change Request (SCR). See Amendment #2
31.	4.2.6 Transition to Operations, Warranty, Support and Maintenance, ID #186	Some deliverables may not require 15 days and this requirement could artificially delay implementation or release of a deliverable - does NY allow for case-by-case flexibility on this 15-calendar day requirement with clear communication and agreement between parties?	Early submission is acceptable.
32.	4.2.6.2 Warranty	Will the State consider proposed alternative warranty provisions or periods, consistent with offerors' customary practices?	No. As stated in Section 2.2 (Important Information), "such alternate proposal or extraneous terms will not be evaluated by the Department".
33.	4.2.6.4 System Change Management and Additional Services	Will the State consider adding a Changes clause to compensate the Contractor for additional costs it incurs as a result of changes to the contract made through technical direction or otherwise?	No. As stated in Section 4.2.6.4 (System Change Management and Additional Services), if the need for unanticipated work beyond what is described within this RFP arises, a System Change Request (SCR) will be initiated and result in a deliverable-based project that will be negotiated for the work, based upon an agreed-upon number of hours multiplied by the approved hourly rates provided in the Contractor's Cost Proposal.

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34.	4.2.6.4 System Change Management and Additional Services	Does DOH intend to engage in SCR's as Time and Materials or Fixed Cost projects?	The Department anticipates fixed cost based upon the hourly rate proposed in Attachment 17 (Schedule C) and negotiated hours to complete the SCR.
35.	4.2.7 End of Contract Transition	Does the Destruction of Data imply that we action will take place prior to the end of the contract?	The destruction of data would occur after contract end, but prior to payment of last invoice. See Amendment #2
36.	4.3 Contractor and Staffing Requirements	Is the Project Manager required to have a PMP certification?	No. As stated in Table 12 (Project Staffing and Key Personnel Requirements) ID #219, the Project Manager shall possess the following experience: <ul style="list-style-type: none"> • A minimum of four (4) years of project management experience. A valid current Project Management Institute (PMI) Project Management Professional (PMP) certification may be substituted for one (1) year of experience.
37.	5.5 Minority and Woman-Owned Business Enterprise and RFP Attachment 8, DOH Contract § VII	<ol style="list-style-type: none"> 1. At what time will the State review and determine compliance with MWBE goals for purposes of liquidated damages? 2. If a Contractor is below its goals in one month or quarter, will it be afforded an opportunity to make up for that discrepancy in another month or quarter? 3. Will the State consider minor revisions to this section to clarify? 	<ol style="list-style-type: none"> 1. At the time that the Contractor is found to have willfully and intentionally failed to comply with the goals. 2. Yes, if a Contractor documents "good faith efforts" to provide meaningful participation. 3. No, the State will not consider minor revisions to the section.
38.	5.10 The Department's Reserved Rights	Please confirm the State intends to negotiate final contract terms with the successful offeror after award.	<p>As part of Attachment 7 (Bidder's Certified Statements), bidders are required to certify that they accept the contract terms and conditions as set forth in the RFP.</p> <p>The Department does not negotiate standard terms and as part of the Question and Answer process but reserves the right to negotiate terms of the contract that are non-material in nature with the contract awardee, within the scope of the RFP and in the best interests of New York State.</p> <p>Nonetheless, bidders must be fully prepared to accept all of the terms and conditions as set forth in the RFP without modification should the Department determine that that constitutes the best interests of New York State.</p>

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39.	5.21 Intellectual Property	Does this statement imply complete intellectual ownership by the State of the COTS solution provided by the Vendor?	Yes.
40.	5.21 Intellectual Property	The grant of ownership in all work product may be inconsistent with the Contractor's (or a third-party supplier's) ownership of commercial software delivered pursuant under the contract. Please clarify that the Contractor and its suppliers retain all ownership in software developed independently from this contract, including any modifications to that software that might be made during performance.	Yes. No ambiguity is intended: Contractor and its third-party suppliers may retain all ownership rights in software developed independently from this Contract, including any modifications to that software made during the performance of the Contract, and NOT comprising "work product created pursuant to this agreement and any subcontract."
41.	5.21 Intellectual Property and RFP Attachment 8 DOH Contract § IX.E.5	Is the State open to considering licensing arrangements in lieu of a "Work for Hire" contract, where the contractor maintains ownership of the software developed but grants the Government broad license rights to meet its usage needs?	No.
42.	6.2 Technical Proposal	How will the Technical Evaluation Committee members score Technical proposals? Will they be following a rubric or relying on certain unspecified evaluation criteria?	Each Technical Proposal that meets minimum proposal qualifications will be scored independently using a technical evaluation tool and specific evaluation criteria consistent with the services of this RFP.
43.	7.0 Proposal Submission	Can we submit the proposals via email?	No. Proposal submissions must follow the required formats as prescribed in Section 7.0 (Proposal Submission).
44.	7.0 Proposal Submission	To conserve paper, can the responses be printed double-sided?	No. As stated in Section 7.0 (Proposal Submission), all hard copy proposal materials should be printed on 8.5" x 11" white paper (single-sided).
45.	8.6 Bidder Presentation Evaluation	Who will be evaluating the Bidder's Presentation? On what basis will these Presentations be evaluated?	The Bidder Presentation will be evaluated by the Technical Evaluation Committee. The Bidder Presentations will be evaluated based on the topics outlined in Section 6.4 (Bidder Presentations).
46.	RFP Attachment 8-DOH Contract and Appendix F	<ol style="list-style-type: none"> 1. Does the State intend to accept and be bound by the Contractor's and its third-party supplier's commercial software license agreements? 2. Will these be incorporated into the contract? 3. Will they be reviewed prior to award or during contract performance? 	<ol style="list-style-type: none"> 1. Yes. 2. Yes. 3. Yes. After notification of award but before contract approval.
47.	RFP Attachment 8-DOH Contract § III	Will the State consider including a reasonable cure period prior to termination, similar to that provided in the event of a Stop Work pursuant to § III.E?	<p>As part of Attachment 7 (Bidder's Certified Statements) bidders are required to certify that they accept the contract terms and conditions as set forth in the RFP.</p> <p>The Department does not negotiate standard terms as part of the Question and Answer process but reserves the right to negotiate terms of the contract that are</p>

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			<p>non-material in nature with the contract awardee, within the scope of the RFP and in the best interests of New York State.</p> <p>Nonetheless, bidders must be fully prepared to accept all of the terms and conditions as set forth in the RFP without modification should the Department determine that that constitutes the best interests of New York State.</p>
48.	RFP Attachment 8-DOH Contract § III	Will the State consider modifying this provision to clarify that the Contractor will be paid for work performed prior to termination, consistent with § III.G.2, not only in cases of default but for any termination of the contract?	<p>As part of Attachment 7 (Bidder's Certified Statements) bidders are required to certify that they accept the contract terms and conditions as set forth in the RFP.</p> <p>The Department does not negotiate standard terms as part of the Question and Answer process but reserves the right to negotiate terms of the contract that are non-material in nature with the contract awardee, within the scope of the RFP and in the best interests of New York State.</p> <p>Nonetheless, bidders must be fully prepared to accept all of the terms and conditions as set forth in the RFP without modification should the Department determine that that constitutes the best interests of New York State.</p>
49.	RFP Attachment 8-DOH Contract § IX.E.2	This provision is inconsistent. It states both that the Department will own all material developed under the contract, and that the Department will have a license in such materials. Will the State consider revisions to these clauses to ensure the Contractor and its third-party suppliers retain ownership of software developed independently from this contract, including any modifications to that software that might be made during performance?	Yes. To eliminate the apparent inconsistency, the Department would consider deleting last sentence of Section IX.E.2. in its entirety.
50.	RFP Attachment 8-DOH Contract § I.2	Will the State consider revisions to this section allowing the Contractor to respond to any information regarding the Contractor's responsibility prior to a suspension of work?	It is, and will never be, in the interest of the Department to suspend any or all activities under the Contract if any lesser, alternative course of action is available, including requesting Contractor to provide evidence of its continuing responsibility (for example, legal authority to do business in New York State, integrity, experience, ability, prior performance and organizational and financial capacity pursuant to Paragraph IX.I.I.).
51.	RFP Attachment 8-DOH Contract § L.3.a	Will the State consider revisions to this provision providing that the Contractor will use its best efforts to grant preferential treatment to the Department, subject to its obligations to other customers?	No.

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52.	RFP Attachment 13- Minimum Bidder Qualifications	Can you clarify what the requested information is intended for this field?	Bidder must complete Attachment 13 with relevant information that documents their eligibility to bid. Those bids that do not meet the eligibility requirements will be removed from further consideration.
53.	RFP Attachment 14- Key Personnel Forms	May the Vendor add additional Key Staff in Attachment 14?	No. The vendor can only name one (1) staff person for each Key Personnel position identified in Attachment 14 (Key Personnel Form).
54.	RFP Attachment 14- Key Personnel Forms	Can you clarify what the requested information is intended for this field?	Bidders should complete the requested information for the Key Personnel staff person being proposed for each position. This information will be utilized during the technical evaluation review.
55.	RFP Attachment 14- Key Personnel Forms	Should resumes for key personnel be provided in addition to Attachment 14?	Resumes are not necessary and will not be evaluated. As stated in Attachment 14 (Key Personnel Forms), do not submit resumes in lieu of completing this form.
56.	RFP Attachment 15- Functional and Nonfunctional Solution Requirements	Does each section need to contain a response in the comment section?	No.
57.	RFP Attachment 15- Functional and Nonfunctional Solution Requirements, ID #227	Please provide an example of what a workflow would look like and what pre-defined business rules would be involved.	An example has been attached as Exhibit A (Example of Workflow).

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58.	RFP Attachment 15- Functional and Nonfunctional Solution Requirements, ID #229	Please provide an example of what a workflow would look like and what pre-defined business rules would be involved.	An example has been attached as Exhibit A (Example of Workflow).
59.	RFP Attachment 15- Functional and Nonfunctional Solution Requirements, ID #231	Please provide an example of what exception routing would look like and what business rules would be involved.	An example has been attached as Exhibit B (Example of Workflow Exception Routing).
60.	RFP Attachment 15- Functional and Nonfunctional Solution Requirements, ID #232	Please provide an example of what a manual workflow would need to look like.	An example has been attached as Exhibit C (Example of Manual Workflow).
61.	RFP Attachment 15- Functional and Nonfunctional Solution Requirements, ID #233	Please provide an example of what a task description would look like.	An example of a task description is: "You have a new center site to approve".

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62.	RFP Attachment 15- Functional and Nonfunctional Solution Requirements, ID #239	Please provide an example of what work assignments would look like and the time allowed to complete.	An example of a work assignment for a sponsor user is submitting a claim for reimbursement to the state. The sponsor user has 60 days to submit a claim for reimbursement from the last day of the month being claimed.
63.	RFP Attachment 15- Functional and Nonfunctional Solution Requirements, ID #242	Please provide an example of a workflow process and its data elements.	An example has been attached as Exhibit A (Example of Workflow).
64.	RFP Attachment 15- Functional and Nonfunctional Solution Requirements, ID #257	What is an example of a list or table where this would be needed and how would you expect the screens to be updated to use this new attribute?	The Administrative Representative list is an example of a list that needs to be updated via a configuration section in the solution.
65.	RFP Attachment 15- Functional and Nonfunctional Solution Requirements, ID #381	What historical data is being migrated?	As stated in Section 4.2.3 (Implementation) Table 5 (Implementation Requirements) ID #110, The Contractor shall convert and migrate: <ul style="list-style-type: none"> • Eat Well Play Hard (EWPH) Data - All data (SQL/Access/Excel) - Approximately 330MB

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66.	RFP Attachment 15- Functional and Nonfunctional Solution Requirements, ID #382	What historical data is being migrated?	<p>The Eat Well Play Hard Day Care Settings (EWPHCCS) data that is being migrated includes:</p> <ul style="list-style-type: none"> • Participation Data, Handouts provided, attendance, demographic information, Impact Statements, Classroom Activities, Session data • system users, new centers for the program year, free and reduced price %s, ADA, and grantees.
67.	RFP Attachment 15- Functional and Nonfunctional Solution Requirements, ID #386	What is meant by session data?	<p>As stated in Attachment 15 (Functional and Nonfunctional Solution Requirements), the solution shall enable capturing and storing of session data, such as:</p> <ul style="list-style-type: none"> • Session Profile • Attendance • Handouts • Activities • Combine and Cancel Sessions • Impact Statements
68.	RFP Attachment 15- Functional and Nonfunctional Solution Requirements, ID #389	What does EWPHCCS stand for and what kind of data is this?	<p>EWPHCCS stands for Eat Well Play Hard Child Care Settings. The EWPHCCS data includes: center information, deliverables by RD/grantee, attendance, demographic data, session topics, activities completed, handouts distributed, and recipe information.</p>
69.	RFP Attachment 15- Functional and Nonfunctional Solution Requirements, ID #391	What are impact categories?	<p>Impact categories are values assigned to identify the group an individual belongs to that reported a behavior change. The following are impact categories: Child, Adult, Staff.</p>

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70.	RFP Attachment 15- Functional and Nonfunctional Solution Requirements, ID #418	What historical data is being migrated?	<p>The Farm to Preschool data that is being migrated includes:</p> <ul style="list-style-type: none"> • The date, issuance, and redemption of the F2P coupons • Sales data by F2P site, market date, total sales, transaction type and amount, number of EBT transactions, and parent/staff/community member participation • Classroom gardening activities, including demographic data of the participants, direct and indirect participation, duplicated and unduplicated participation, session date, session topic, and recipe demonstrated/tasted
71.	RFP Attachment 15- Functional and Nonfunctional Solution Requirements, ID #434	What historical data is being migrated?	<p>The Eat Well Play Hard Day Care Homes (EWPHDCH) data that is being migrated includes:</p> <ul style="list-style-type: none"> • Contact information and demographic data of the provider • Self-efficacy questions • PHN Observation Checklist • Pre-and post-self-assessment on nutrition and physical activity practices • Workshop attendance reports • Record of all activities completed, including in-home visits • Workshop evaluations • Menus • Policies and procedures
72.	RFP Attachment 15- Functional and Nonfunctional Solution Requirements, ID #791	What does this mean (internal question)?	<p>It is required that cloud-based solution components shall have certification of a Federal Risk and Authorization Management Program (FedRAMP) Authorization to Operate (ATO) at a Federal Information Security Management Act (FISMA) Moderate level, at a minimum. For more information go to: https://www.fedramp.gov.</p> <p>The contractor is required to provide certification of such compliance to the Department.</p>

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73.	RFP Attachment 15- Functional and Nonfunctional Solution Requirements, ID #792	What does this mean (internal question)?	<p>It is required that any non-cloud-based solution components shall comply with the Federal Information Security Management Act (FISMA) moderate level at a minimum. For more information go to: http://nvpubs.nist.gov/nistpubs/SpecialPublications/NIST.SP.800-53r4.pdf.</p> <p>The contractor is required to provide certification of such compliance to the Department.</p>
74.	RFP Attachment 15- Functional and Nonfunctional Solution Requirements, ID #793	What does this mean (internal question)?	<p>It is required that the solution requires users to utilize multi-factor authentication technology, compliant with National Institute of Standards and Technology (NIST) 800-63 Authenticator Assurance Level 3, prior to accessing data and using the solution. The contractor is required to provide certification of compliance to the Department.</p>
75.	RFP Attachment 15- Functional and Nonfunctional Solution Requirements, ID #794	What does this mean (internal question)?	<p>It is required that the solution shall capture Potential New Sponsor (PNS) data without authentication and shall be implemented as a standalone form or application outside the IAL3 system.</p>
76.	RFP Attachment 15- Functional and Nonfunctional Solution Requirements, ID #795	What does this mean (internal question)?	<p>It is required that the solution shall comply with the NYS Enterprise Information Security Office, ITS Information Security Policies and Standards. For more information go to: https://its.ny.gov/eiso/policies/security.</p> <p>The solution is subject to verification of compliance to be conducted by the Department.</p>

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77.	RFP Attachment 15- Functional and Nonfunctional Solution Requirements, ID #801	What does this mean (internal question)?	It is required that the solution shall pass all incoming data and documents thru virus protection scanning.
78.	Section 4.2.1 Project Planning and Management, ID #78	Can the State confirm that they are looking for a Vendor maintained solution, and not a solution that is maintained by the State itself as the existing solution has been?	The Department is seeking proposals for a vendor-maintained solution.
79.	Section 4.2.1 Project Planning and Management, Requirements, ID #5	Can the State provide more information regarding the proposed in-person meetings? Any additional information such as the potential reason/purpose would be helpful.	The Department reserves the right to request up to six (6) in-person meetings with the contractor annually. The decisions to hold meetings in-person would occur when both the contractor and Department determine in-person meetings are beneficial to the project. Any associated travel costs should be included in the bidder's cost proposal.
80.	Section 4.2.2 Analysis and Design, Requirement ID #88	Can DOH clarify what PII will be in CIPS?	The personal identifiable information (PII) in CIPS is names and associated birthdates.
81.	RFP Attachment 15- Functional and Nonfunctional Solution Requirements, ID #632	Is it DOH's intention to provide the BI solution or is the BI solution to be provided by the vendor as part of the CACFP System Modernization?	The contractor is required to supply the BI solution.

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No.	Section	Question	Response
82.	RFP Attachment 15- Functional and Nonfunctional Solution Requirements, ID #740	What is the definition of a narrative text field?	A narrative text field is a text box that allows for the entry of free text.
83.	RFP Attachment 15- Functional and Nonfunctional Solution Requirements, ID #767	Can you provide an example of a search, sort, and filter intended by FR #767?	It is required that the solution allows users to retrieve data using search, sort and filter features that align with the data in the solution, based on user security roles. For example, a sponsor user search should only yield data they are allowed to view.
84.	RFP Attachment 17- Cost Proposal Schedule B	Does the State have a target timeline for the solution implementation? Additionally, does the State foresee the full implementation occurring in Year 1, or does the State envision a staggered implementation approach over Year 1, Year 2, etc?	In Section 4.2 (Contractor Tasks and Deliverables), Table 2 (Deliverables), identifies the deliverables and when they are due. An Implementation Plan is one of those deliverables the contractor must provide.
85.	RFP Attachment 17- Cost Proposal	Can the NY OGS Information Technology Umbrella Contract pricing be used for this RFP?	Yes, but not required as stated in Section 2 (Overview), the Department is seeking competitive proposals.
86.	RFP Attachment 17- Cost Proposal Schedule B	Cell C50 is not highlighted. Can the State confirm that Contractors should enter the total proposed price in cell C54?	Bidders need to enter values in the highlighted cells only. Thus, Bidders need to enter the Total in cell C54 of Schedule B.
87.	RFP Attachment D- CIPS Current State	What is the number of end users and split of the users between?	There are approximately 3,000 active users in the current CIPS system and 55 active users in the EWPHCCS system.

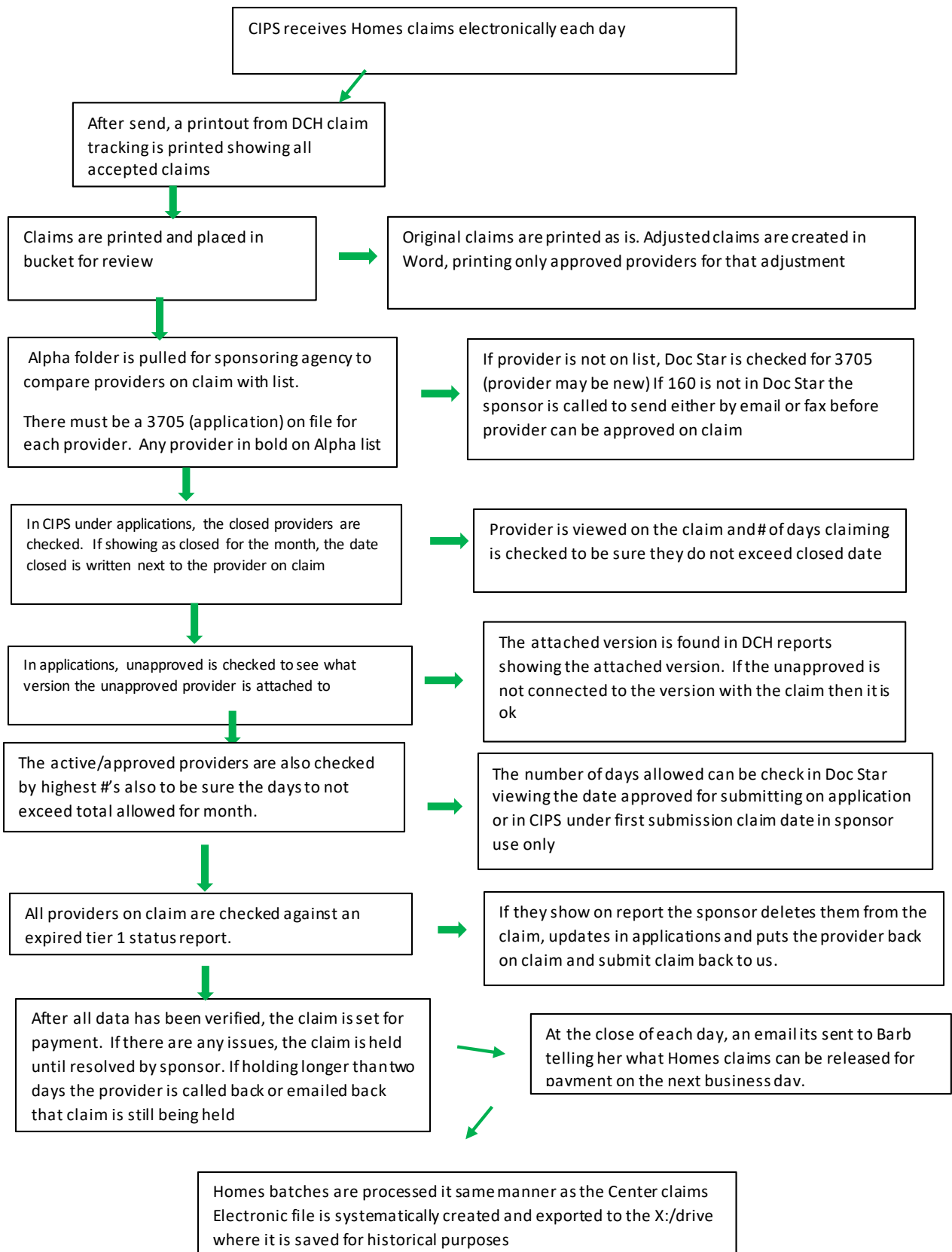
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No.	Section	Question	Response
88.	RFP Attachment D- CIPS Current State	Who is currently providing this system to the agency?	As stated in Attachment D (CIPS Current State), in March 2013, NYS ITS assumed maintenance of the CIPS.
89.	RFP Attachment D-CIPS Current State, Section 3.16	Is it the intention of DOH to replace the DocStar e-File System with CACFP System Modernization? If no, what will DocStar's relationship to the CACFP System Modernization be after implementation?	No. The solution shall provide the ability to transmit documents, contracts, correspondence, and reports to the CACFP's current electronic file management system (DocStar).

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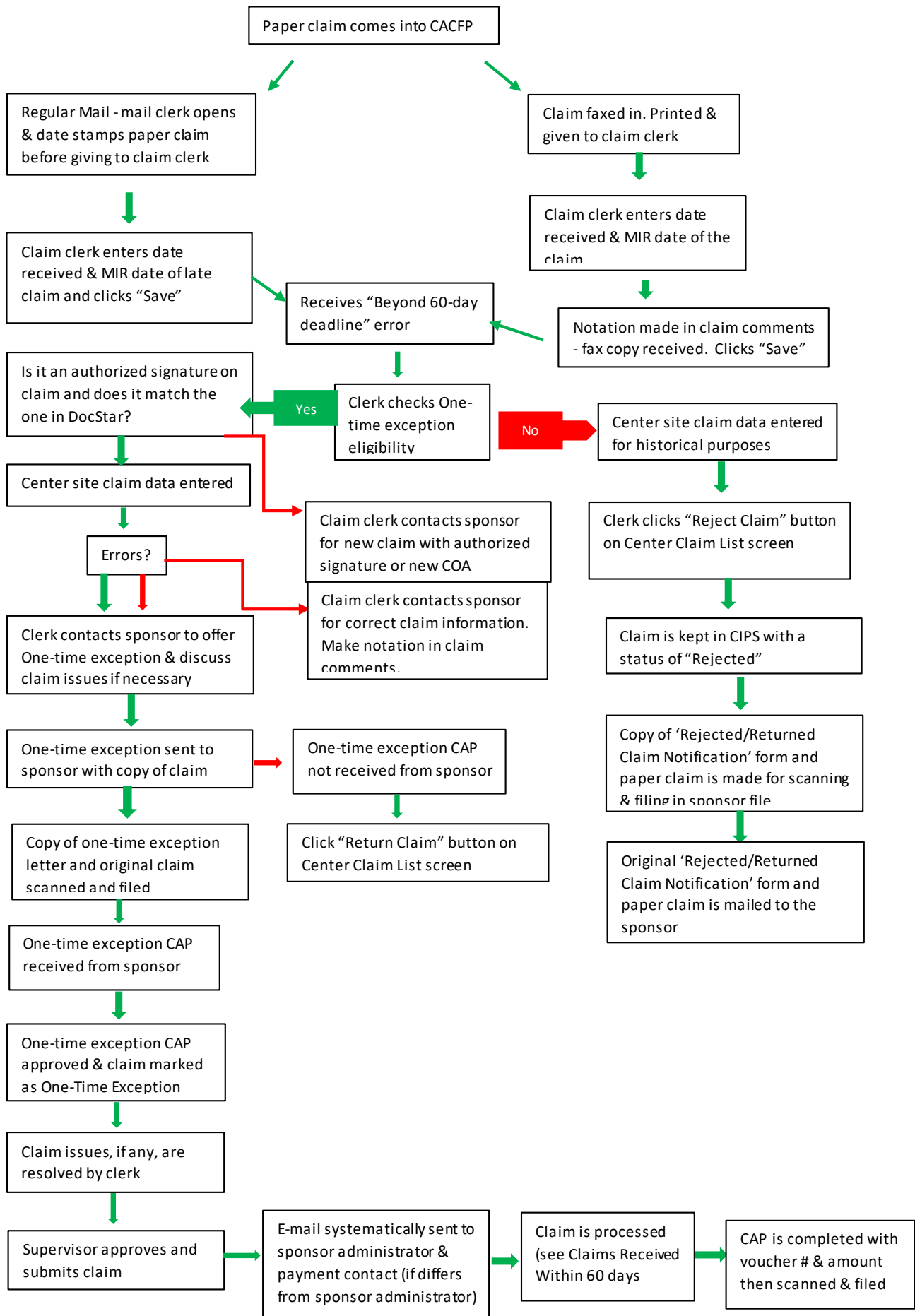
Exhibit A- Example of Workflow HOMES CLAIMS - Received within 60 days



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Exhibit B- Example of Workflow Exception

CENTER PAPER CLAIMS - Received after 60 days



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Exhibit C- Example of Manual Workflow

CENTER PAPER CLAIMS- Received within 60 days

